Agency Information

Location: Whatcom and Skagit Counties  
Reports to: Clinical Director  
Hours: Full-Time, exempt position, temporary position  
Wage: $25.60 - $35.80 per hour including benefits, wage is dependent on relevant qualifications and education  

Resume and cover letter are required when applying for this position

Mission: Northwest Youth Services collaborates with at-risk, runaway and homeless youth to foster self-reliance.
Vision: All young people have a place to belong: to be safe, heard and valued.

Job Summary

This position has shared responsibility for day to day program operations and clinical collaboration in supporting direct service staff and/or case managers at assigned housing sites, including providing guidance regarding service planning and interactions with youth and assisting in intervening in crisis situations. The incumbent develops and maintains a collaborative relationship with community-based housing partners and community organizations that also serve Northwest Youth Services youth and works to develop and implement effective service delivery strategies.

Core Competencies

To perform job successfully, the individual should demonstrate the following competencies:

Mission Focused: Incorporate mission into daily activities; communicates mission and interpret application for staff.
Self-Objectivity: Know personal strengths and limitations; open to and seeks feedback for self-improvement.
Initiative: Proactive; Take action without being prompted; recognize and encourage initiative in others.
Team Player: Effectively partner with people across the organization.
Composure: Respond calmly to stressful circumstances.
Team Management: foster team atmosphere and reward collaboration.
Integrity: Must be honest and take responsibility for actions.
High Standards: Model excellence; hold staff accountable for quality outcomes; demand quality and continuous improvement.
Risk-Taking: Able to fail and learn from it; try new things and take calculated risks.
Assertiveness: Trust their own judgment; challenge others appropriately.
Informal Communication: Clearly articulate information, opinions and ideas.
Sensitivity: Communicates empathy and respect of individuals; ability to be appreciative of diversity.
Change Agility: Able to embrace needed change; able to provide and implement feedback; effective in the face of ambiguity.
Creativity: Resourceful in finding ways to improve and advocate for change when necessary; fosters creativity in others.

Position Competencies

- Effective crisis prevention, management and de-escalation strategies;
- Understanding of and comfort with interacting with youth with high acuity behavioral health issues;
- Recognition of and ability to effectively address trauma; understanding of secondary trauma;
- Integration of adolescent and young adult psychological developmental stages and needs;
- Ability to effectively coach and train on the job; and
- Knowledge and experience in evidence-based practices such as Motivational Interviewing, Cognitive Behavioral Therapies, Trauma-Informed Care.
Key Responsibilities

Leadership:
- Offer vision, creativity, and enthusiasm to employees to generate positive thinking and best practices for young people;
- Create effective partnerships and maintain meaningful involvement with consumers, advocates, neighbors, and community partners;
- Participate in creating and maintaining a workplace that values diversity and is free of discrimination based on race, sex, gender identity, sexual orientation, ability and other aspects of identity; and
- Continue to foster and improve an organizational culture that builds on our core values of youth engagement and partnership.

Responsibilities:
- In collaboration with Housing Program Manager, provide oversight for all program activities;
- Integrating staff and youth input, develop strategies for sustaining and growing program effectiveness;
- Work closely with agency partners and community resources to implement Housing First and Harm Reduction models;
- Provide high-level support to ensure staff and participants’ safety, mitigate liability, and support responses to emergency situations;
- Support staff in day-to-day operations, providing clinical input regarding youth behavior and addressing behavioral health needs;
- Support and direct implementation of core principles and evidence-based practices including, but not limited to: Positive Youth Development, Trauma Informed Care, Motivational Interviewing, Right Response and Youth Mental Health First Aid;
- Assist staff in creating and implementing client-centered case plans, utilizing a Positive Youth Development approach, and ensure program-wide communication regarding plans for each resident;
- Provide administrative support to program staff and document relevant information according to Agency standards;
- Participate in ongoing program evaluation and development;
- Assist in recruiting, hiring, orienting, and training of new staff; assist with ongoing training for all program staff;
- Produce timely information for reporting purposes as needed;
- Develop and maintain program procedures;
- Conduct community relations and outreach activities as assigned;
- Attend agency and relevant community meetings;
- Assist in the development of grant applications, budgets, and reports; and
- Other duties as assigned.

The physical demands described here are representative of those that must be met by an employee to successfully perform essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, and depth perception. While performing these job duties, the employee is regularly required to listen to others and provide verbal feedback. The employee is required to frequently sit for extended periods of time, stand, walk, climb, or balance.

Qualifications

Minimum Qualifications:
- Master’s degree in Social Work or related field that included coursework in mental health and addiction, and
- Two years’ experience working directly with adolescents and young adults who have significant behavioral health/trauma issues in inpatient, residential, and/or group living settings, and
- Two years’ clinical/programmatic experience of direct service staff in similar settings; and
- Experience/training in harm reduction, trauma, and/or motivational interviewing;
- Proficient with Word, Excel and general office machines;
- Must be 21 years of age or older;
- Proof of Washington State Driver’s License, driving record, and auto insurance; and
- Must pass background checks.

Required within first 30 days of employment:
- CPR/First Aid/Blood borne pathogens certifications required;
- Must have a negative TB test; and
- Full understanding of the CPS reporting requirements.

Preferred Qualifications:
- Independent Licensure preferred (LMHC, LICSW, or CDP)
- Significant Experience working with people who are homeless;
- Experience in program management, including budget responsibility; and
- Training in de-escalation, Positive Youth Development, CSEC, DBT; Mental Health First Aid, or/other related mental health and addictions theory and practice.

Northwest Youth Services is an Equal Opportunity employer. Employment is based upon individual qualifications without regard to race, color, sex, religion, national origin, citizenship, age, marital status, veteran status, disabilities, political ideology, sexual orientation, or any other legally protected status. Alumni of foster care and those who have experienced youth homelessness are encouraged to apply.